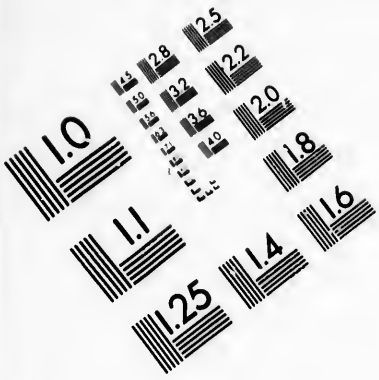

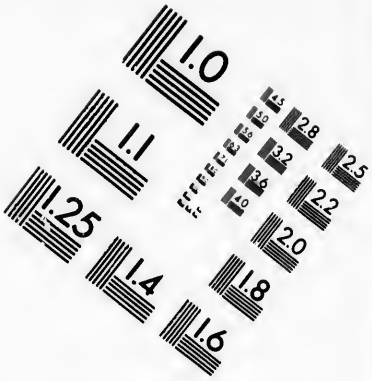

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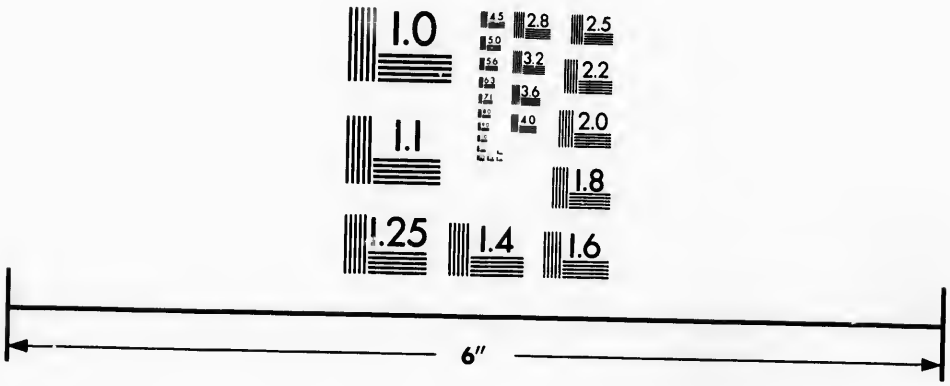

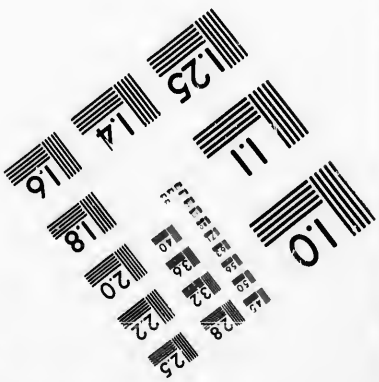

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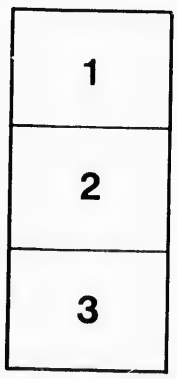

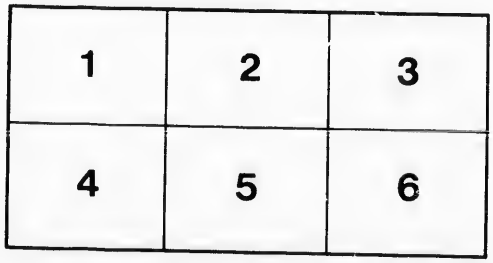

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No further assistance necessary.
As plain as print to read.
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Can be learned in a few weeks.
May be written heavy or light.
No hundreds of word-signs to remember and forget.
May be shaded or not.
May be written large or small.
May be written on, under, or above, the line.

— (-) —

By G. W. Johnson, Head Master, Central School, Hamilton, Ont.

1889.

Entered according to Act of Parliament, in the Office of the Minister of Agriculture, Ottawa

There are 16 vowel sounds represented in a variety of ways in Longhand but always the same way in Shorthand.

Longhand Spelling.				Shorthand Spelling.			
Call	law	nor	fought	k ⌐ l	l ⌐	n ⌐ r	f ⌐ t
now	out	owl	sound	n ⌐	⌐ t	⌐ l	s ⌐ nd
boy	oil	toy	toil	b ⌐	⌐ l	t ⌐	z ⌐ l
I	by	buy	aisle	-	b ⌐	b ⌐	- l
am	lamb	clam	ham	- m	b - m	kl - m	h - m
not	what	got	yacht	n ⌐ t	hw ⌐ t	g ⌐ t	y ⌐ t
far	arm	bar	calm	f ⌐ r	⌐ rm	b ⌐ r	k ⌐ m
May	they	date	weighed	m .	th .	d . t	w . d
men	them	said	bury	m ~ n	th ~ m	s ~ d	b ~ ry
Owe	beau	no	know	(	b ⌐	n ⌐	n ⌐
us	come	sir	myrrh	IS	KIm	SIr	mIr
Wee	mien	beat	machine	w ⌐	m ⌐ n	b ⌐ t	mash ⌐ n
boots	rule	move	pool	b ⌐ ts	r ⌐ l	m ⌐ v	p ⌐ l
fit	lily	busy	pity	f ⌐ t	l ⌐ l ⌐	b ⌐ z ⌐	p ⌐ t ⌐
your	you	mute	beauty	⌐ r	⌐	m ⌐ t	b ⌐ t ⌐
foot	fut	could	book	f ⌐ t	f ⌐ t	k ⌐ d	b ⌐ k

The sounds of these vowels are their names; as, aw, ow, oy, ve. Write the Shorthand column over and over till you can make and name them without hesitation.

100 common words make up the half of ordinary speech. Here are 26 of them represented by the vowels. Write them over and over till you can name and write them instantly.

S-H	Longhand	S-H	Longhand	S-H	Longhand
⌒	awe, or	⌒	ah, are	∪	who
⌒	now, how	⌒	a, age	∩	whom
⌒	I, eye, high	⌒	oh, O, owe	⌒	the, thee
⌒	an, and	⌒	us	∨	you, your
⌒	on	⌒	he	⌒	new, knew.

It makes no difference, so far as the system is concerned, whether you write large or small, so long as the relative length of the different stems is preserved. Write the foregoing vowels as small as you can consistent with speed and accuracy, and let the size you make them be your own standard of measurement as to the size of your own writing. Other strokes will be "two vowel" length, "three vowel" length, etc. Small writing is most rapid. Read and write the following over and over many times.

John and - can go ⌒ - so can ∨ - ⌒ boy × ⌒ my lad - see ∨ ⌒ × ⌒ yes - ⌒ ∨ at once × ∪ did ∨ say got ∨ ⌒ top? Come, ⌒ ⌒ does not stand in ⌒ of ∨ × To whom did ∨ give ∨ ⌒ slate? ⌒ ⌒ boy - ⌒ man see ⌒ × ∪ has. hat, ? ∨ ought to pay ⌒ man ⌒ ∨ ⌒ × ⌒ - ⌒ - ∨ - . boy may go ⌒

In future exercises and wherever you can, use shorthand words as fast as you learn them ×

Observe that the Consonants have two different shapes, & two different names, two different uses — one shape shows that a vowel comes before it; the other, that a vowel follows it, even when the vowels are not put in. They rarely are put in in rapid writing, and you will find as you proceed that the vowels are seldom needed, for the names of the stems suggest the longhand words. Hence your progress depends greatly on your always giving to each stem its own proper name. In the fourth column you will see how many times a "vowel-length" each stem should be made. Of course if the pen slips and a stem is made a little longer or a little shorter than it ought to be you will still be able to read it, but the nearer you keep to a set length of letter the plainer your writing will be.

L-H	S-H	name	size	L-H. Spelling			S-H. Spelling		
P		pe	2	paw	pay	pea			
		ep	2	up	ope	ape			
B		be	3	by	be	bay			
		eb	3	ebb	abb	Abe			
T		te	2	to	tea	toe			
		et	2	at	it	oat			
D		de	3	do	day	due			
		ed	3	odd	awed	aid			
TH		the	4	they	thou	thy			
		~~ett~~	4	oath	youth	with			
ρ									

ρ

Write the last column of the foregoing, over and over till you can recognise each stem instantly by its right name and make it its proper length and shape, always keeping in mind your standard of measurement – the size you make your vowels. The shorthand period is a small × When writing the following words you never need to insert the vowels, for the names of the stems will suggest the words. As you proceed you will omit nearly all the vowels for the same reason. Thoroughly master each step you take.

S-H	Longhand	S-H	Longhand	S-H	Longhand
⌐	pay, part	⌣	to, two, too	⌒	they, that
⌐	up, hope	⌒	at, it	⌒	with, youth
⌐	be, by	⌒	do, dew, due	o	is, his
⌐	about, object	⌒	add, had	o	as, has

Read and write the following:–

boy ⌒ . hat ⌒ o head × - ⌒ ⌐ will make ⌐ creditors wait till those ⌒ ⌐ ⌐ ⌒ what o ⌒ × How ⌒ ⌐ know ⌒ , ⌒ ⌐ ? We ought ⌒ ⌒ home in ⌒ _ hour × ⌐ o not been ⌒ ⌒ ⌒ weeks yet × Have ⌒ studied o long o - have ? ⌐ of ⌐ money o paid - - will ⌐ ⌐ rest in ⌒ • week × o ⌐ wet o feet in ⌐ ⌒ ? ⌒ so o just like ⌐ silly ⌒ × o my - black - blue ⌐ ⌐ blow ? It o ⌐ . long time since - saw ⌐ × Let ⌒ ⌐ ×

L-H	S-H	NAME	SIZE	Longhand Spelling	Shorthand Spelling
L	⌐	le	3	law lay lie	⌐ ⌐ ⌐
	⌐	el	2	all ale isle	⌐ ⌐ ⌐
H	⌐	he	4	how high home	⌐ ⌐ ⌐ m

6) L.H	S-H	Name	Size	L-H. Spelling	S-H. Spelling
W		we	2	we, would, way	
WH		hwe	3	what, why, whey	
K		ke	2	can, cow, key	
		ek	2	act, oak, ache	
G		ge	3	go, gay, guy	
		eg	3	egg, Ag, again	
F		fe	2	for, foe, fie	
		ef	2	if, off, aff	
V		ve	3	view, vow, vie	
		ev	3	of, have, Eve	
Y		ye	4	ye, yow, yes	

The following stems, without vowels, suggest their corresponding longhand words when you pronounce the stems :-

	all, ill		we, would		again, ago		have, of
	will		can		for		ye
	why		act		if, off		well
	what		go		have-you		while

The waved strokes may be struck the most convenient way; thus, or , or choose want

did so come

right so ends seem my cap

friends say

L-H	S-H	NAME	Size	Longhand Spelling	Shorthand Spelling
S	°	se	1	spy sup sky sick	
	⌒	se	1½	say see so saw	
	⌒	es	2	ice ace us ass	
Z	°	ez	1	bees is as bays	
	⌒	ze	3	ease was ooze	
SH	)	she	2	She show shy	
	(	esh	2	wish cash bush	
CH	)	che	3	chip chin chill	
	(	ech	3	which such much	
J	)	je	4	Joe joy jew	
	(	ej	4	age cage large	
N	O	ne	1½	nab nag nip	
	/	ne	3	gnaw nigh no	
	/	en	2	own on sun	
NG	/	eng	4	sing wing song	
R	/	re	3	write raw ray	
	/	er	2	our ear oar	
M	~	me	2	my may me	
	~	em	3	am aim home	
KW	⊂	kwe	2	quite queen quick	
GW	⊂	gwe	3	language Gwin	
&c	∞	etc	4	&c etc and-so-forth	

8) The following words need no vowels when written. Learn to read and write them without hesitation :—

◡	say	)	she, show	/	write, right	~	am
⊂	so	(	wish	⌒	our, hour	○	no, know
⌒	in	)	each	(	large	∫	use
/	not	(	which	)	general-ly	∫	was
∩	see	~	me, my	⊏	question	~	any
⊃	saw	\	thing	⊂	language	∩	etc

you ◡ ⌒ ⊃ ~ friend some days ⌒ ◡ ◡ ⌒ (⌒ ∩ him ⌒
for some time × ⌒ ○ ○ ⌒ ◡ ◡ ⊂) - ○ ⌒ ○ \ true × ⌒ (◡ |
) | ◡ ◡ / shorthand ×) ∫ | ○ ○ faults × | ○ . ⌒ ∫ ∫ . ⊂ ◡ ○
one — read ⌒ / ? ⌒ ~ sure) ∫ \ | , house ⌒ , time × (
way did ◡ — ? ⌒ ∫ . ⊂ ⌒ ◡ ◡ ask ⌒ × ◡ ◡ ⌒ ◡ ?

Sometimes it is convenient and adds to speed to join the words into phrases. Observe that "as" and "is" when joined to stems are the same in shape.

Sough hand	Single words	Phrases
I may as well	⌒ ~ ○ ⌒	~ ⌒
We may as well		◡ ⌒
It may be that	⌒ ~ (◡	~ ◡
I have no right	⌒ ∫ ○ /	∫
We can go		◡

As has	8	has as	8	is his	8	so as	6
As is	8	has his	8	his has	8	as it	○ ~ ○
As his	8	is as	8	his is	8	is it	○ ⌒

The "S" circle ∘ of may be added to stems; as, ⌣ = pay; ⌢ = eyes; ⌣ = owes; ⌣ = says; ⌣ = goes or ×. The following 16 words are called the "Vocal Key" because they contain the 16 vowel sounds. Study it well for it is the basis of all your future work:

Call now boy. I am not far × May men owe us × We boots fit your foot × The names of these sounds are the sounds themselves. Learn them by heart in order; as, ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ × Now if you place a consonant, say ⌒, before each one you will have ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ × In the same way each sound may come before a consonant; as, ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ × Some of these syllables will be real words, others only parts of words. The real words thus got are said to be suggested because the name of the stem sounds something like the word — sufficiently like to suggest to the mind the proper word when the stem is used with others to form sentences. It is very seldom in a sentence that you will need to insert the vowels in such words. If the word stands by itself you would have to insert the vowel. "Before a stem" in shorthand means over horizontals and to the left of others; "after a stem" means below horizontals and at the right of others × The "e" used in the names of stems is not ⌒ but ⌣. Be careful always to give stems their right name. In shorthand "G" never has the sound of "j"; for "c" use "s" or "k"; for "qu" use "kw"; for "x" use "ks" &c. No matter how words are spelled in longhand you

10) must spell according to the sound of the shorthand letters. Phonography means writing by sound, hence a letter in a longhand word, not sounded, is never written in shorthand. Write over the previous exercises as often as you can. You cannot become too familiar with them. As to the following suggested words, how do I get them? Just as I want you to do. I say aloud each of the 16 vowel sounds after one shaped stem and before its mate, and write down the real words I get. When any of these words are written, the stem that suggested them is the proper stem to use. When you read the shorthand sentence the names of the stems will suggest to your mind the longhand words. Very little practice in this system will enable you to read unerringly. Any Pitmanic System (Isaac, Benn, Munson, Burns, Graham, Osgoodly, Scott-Browne &c) requires months, even years, to write and read successfully.

S-H	Name	Longhand words suggested
⌒	pe	paw pie Pa pay pea pew
⌒	ep	ape ope hope up
⌒	be	bow bough boy by buy bay bow be bee
⌒	eb	ebb Abe hub (h can often be omitted)
⌒	te	taw toy tie toe tow tea to tos two
⌒	et	ought-aught out-at ate eight oat eat it
⌒	de	daw, die dye day doe dough do due dew
⌒	ed	awed add odd aid Ed. ode had owed
⌒	the	thaw thou thigh thy they though the thee thew
⌒	eth	hath oath with (w omitted)
⌒	he	haw how ahoy high hay ho hoe he hue hew Hugh

S-H	Name	Longhand words suggested (11)
—	ke	caw cow coy co. key coo cue
⌒	ek	awk ike act ache oak eke (t omitted in act-)
—	ge	guy gay go gew-gaw
⌒	eg	Og hog egg hug
/	re	raw row roy rye ray roe row rue
/	er	or our ire air are oar ore eur here hear
(	le	law allow lie lye la! lay lo! low lee lea loo lieu
(	el	all awl owl oil isle aisle ale ail eel ill
)	fe	for fie fay foe fee few
)	ef	off oaf if
)	ve	vow vie view (phrase) have-you
)	ev	have, of, Eve eve
)	ye	yaw yea ye yow year (r omitted)
~	me	maw mow my Ma may mow me mew
~	em	am aim home hum
O	ne	no, know (used chiefly with stems; as, ρ = knave)
/	ne	gnaw now nigh nay neigh no know knee new knew
/	en	awn an on own "in" in
/	eng	hang thing (used for the ending "ing"
o	se	(used with stems; as, ⌒ = set; ⌒ = stay)
o	ez, es	is his as has (used with stems; as, ~o = mess
⌒	se	saw sow soy sigh say sow so see sue
⌒	es	ice ass ace us use
⌒	ez	eyes was ease ooze use (sometimes ze)
|	we	way weigh woe we wee woo
|	hwe	why whay whoa (used chiefly for word "what"

S-H	Name	Longhand words suggested
)	she	shy show she shoo shew shoe
(	esh	ash wish (w omitted)
)	che	chew (used for word "each")
(	ech	etch each itch (used for "which")
)	je	jaw joy jay jew
(	ej	age edge

You have doubtless noticed that some words given in previous lists may be written more than one way. When you write them do so as previously given. Now compare the words you made in your list with the words in the foregoing list. You are not expected to commit the words in this and following lists to memory. You are simply expected to know what stem to use in writing them. Let some one dictate the words to you while you write the proper stem. Take them at first in order, afterwards here and there; as you hear the word, instantly write the stem and pronounce its name. Thus when you hear the word "go" write "—" and say "ge" (not jee) "S" or "Z" may be joined to any stem. Make another list going over the 16 vowels just as you did with the first list, then compare it with the following:-

S-H	Name	Longhand words suggested.
⌒	pes, pez	pause poise pies pass pace pays pose pus peas &c
⌒	eps	apes, opes, hopes hips
⌒	bes, bez	bows boughs boys buys bays bare bows bees &c
⌒	ebz	Abe's ebbs hubs
⌒	hes, hez	haws house has haze hose whose hiss hues &c

S-H	Name	Longhand words suggested
◡	tes, tez	taws ties toys toss toes tows teas teaze 'tis
◡	ets	oats eats its
◡	des, dez	daws douse dies dice days dace dose dues ⁊c
◡	edz	ides adds adze odds aids odes
◡	thes, thez	thaws thighs those thus these this thews
◡	eths, ethz	oaths youths
◠	les, lez	laws louse lice lies lass loss lace lays less lose ⁊c
◠	els, elz	awls owls else isles oils ales ails ells eels ills
◠	fes, fez	face phase foes fees fuse
◠	efs	oafs hoofs ifs
◠	ves, vez	vows voice vies vice vase viz views
◠	evz	halves eves Eve's
◠	res, rez	rows rouse rise rice rays raise race rose ⁊c
◠	erz	ours airs errs oars ores ears hears heirs
◡	kes, kez	cause cows case cues coz keys coos cues
◡	eks	awks axe ox aches "ex-" oaks ekes
◡	ges, gez	gauze guise gas gage guess geese goose
◡	egz	eggs hugs
◡	wes, wez	wise, was ways woes woos wis
◡	hwez	wheys wheeze whiz
◡	mes, mez	maws mows mouse mice mass mors mace ⁊c
◡	emz	alms aims homes
◡	nez	knows, nose
◡	nes nez	gnaws noise nice nays naze ness knees niece ⁊c
◡	enz	awns Ann's ends owns inns
◡	engz	hangs things

14)

shes, shez	shies chaise shows shocs
eshez	ashes wishes
ches chez	choice chase chose chess cheese choose &c
echez	etches itches
jes, jez	jaws joys jays Joe's jews juice
ejez	ages edges
esez	asses Isis aces ices oasis uses
ezez	houses eases oozes uses
yes, yez	yaws yes ewes yews

Having completed your list and compared it with the foregoing lay a paper over the names of the stems and see if you can pronounce the stem the moment you see it. If not you must learn to do so. Then let some one dictate the words while you write the stems and name them. Thus, when you hear the word "axe" write "ks" and say aloud "eks", &c. Then in exactly the same way proceed to place "S" before each stem.

ste, sete'	sty stay stow stew settee city
set	sought site cite sight sat set sot seat &c
sede'	soddy soda seedy
sed	sawder side sad sod said sowed sud &c
sethe'	Southy
seth	south scythe Seth, saith seethe soothe
ske	scow sky
sek	sack sock sake soak suck seek sick
sege'	soggy saggy

	seg	sag { Though there are few words from these stems, they are parts of many words. 15-
	sme	smge
	sem	Sam Psalm same some sum seam secm
	spe	spy spey spew
	sep	sap sop soap sup soup sip
	sebe	s'boy
	seb	sob sub { these are parts of many words to be explained hereafter.
	sne	snow
	sen	sine sign sawn sane seine sown son ↺
	seng	song sang sung sing
	sle	slough sly slay sleigh slow sloe slew
	sel	Saul soil sol sale sail sell cell soul ↺
	sehe	Soho
	sefe	sofa { Remember there are no silent letters in Shorthand. sefe is two syllables se-fe ↺
	sef	safe
	seve	Savoy
	sev	salve save seive
	sere	sorry Sarah Surry
	ser	sour sayer sore soar sower sir ↺
	swe	sway
	sesh	sash
	sech	such
	sej	sage sedge siege
	sese	saucy Sissy
	seze	Susie

16) You are not expected to commit to memory the suggested words What is important – the important point – is that you should so thoroughly drill yourself upon the names of the stems that you can name each instantly when you see it; that the name of the stem should suggest to your mind some word; that when you hear a word it should instantly suggest a stem You cannot do this too thoroughly. While you should frequently review and write the words here given it is best that you write no others lest you become familiar with wrong forms. As before:

stes	styes staws stows stews
sets	sights cites sots, sates seats suits sits
seds	sides sods suds seeds cedes
seths	scythes seethes soothes
skes	scows skies
seks	sacks socks sakes sex soaks sucks six &c
segs	sags
spes	spice spies spouse spiace spore spews
seps	saps sops soaps sups soups sips
sebs	sobs subs
snes	snows sneeze snooze
sens	signs sense cents sons suns scenes sins &c
sengs	songs sings
sles	sloughs slays sleighs sloes sluice
sels	soils sails sales sells cells soles souls &c
sefs	safes
sevs	salves saves sieves
seshes	sashes

	sejes	suges sedges sieges
	seses	sauces souses ceases
	sezes	sizes seizes
	seres	series, serious
	sers	sires soars sores sirs sears
	swes	sways Suez

Review as before. When you thoroughly understand this proceed in the same way to add "t" or "d" to the ends of stems: If necessary you can make the hook for "d" a little longer than for "t"; as, → got → God

	tet, ted	taught tight tat tut teat toot tied toad +c
	etet	ought-it, at-it, ate-it, eat-it +c
	det ded	doubt died dot date debt dead dote dud +c
	edet eded	audit added aided edit
	thet thed	thought thawed that
	ket ked	caught cowed kite cat-cad cot cod coat +c
	ekt	act ached eked
	get ged	gout guide gad got God gate get goat +c
	egd	egged hugged
	met med	Maud, might mud mat made mud +c
	emd	aimed hemmed hummed
	pet ped	pawed pout pat pad pot pod peat +c
	ept	apt aped oped hoped
	bet bed	bought bowed bide bat bad bate bed +c
	ebd	ebbed
	net ned	naught gnawed night not nod note +c
	ent end	ant and aunt end owned

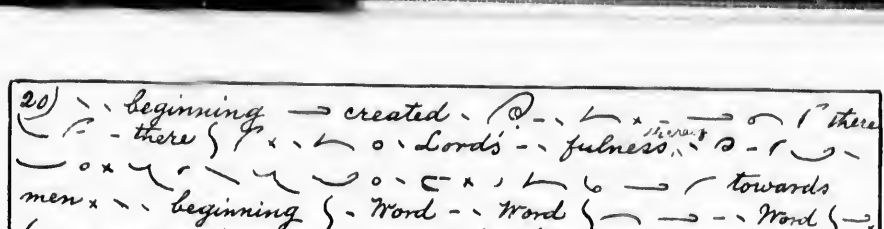
18)

engt	inked {load let lead lit lid loot &c
let led	land loud lied light lot lad late laid led
elt eld	oiled ailed old
het hed	height-hide hot hod hate head hut heat&
fet fed	fought-fight-fat fad fate fade fed feet-feud&
eft	aft-off
vet ved	bowel void vat vote viewed
evd evet	halved have-it
ret-red	wrought-right-ride rot-rod rate raid&
ert erd	art aired erred eared hard heard
wet wed	wight wide wod wait-wade weight-&c
hwet	white what whet wheat whit
shet shed	shout shied shot shod shade shed shut &c
esht	wished
chet ched	cleat cleat chewed clut clud &c
echt	etched itched
jet jed	jawed jot jade jet jut jute Jude
ejd	aged edged
est	east
ezd	eased oozed used

Thus far nothing has been said as to the way in which stems are to be struck. When stems are joined to one another they may be struck in any convenient direction. When standing alone it is best to strike up | (( )) / / and all the rest down or from left to right. The last four may be struck downward even when they stand alone if they are struck rather more upright, as,)) / / &. Compare the list of stems and suggestes you have made with the foregoing and then practice as before. Learn stems-stems.

In the same way as before go through the vowel scale with "S" or "Z" after the "t" or "d" hook.

	tets tedz	tights tides toads teats toots
	dets dedz	doubts dots dates debts duds deeds dudes
	edets	audits had-its edits
	thets	thoughts that's
	kets kedz	kites cats cads cots cods coats codes cuts &c
	gets gedz	gouts guides gads God's gates gets goats &c
	egets	agates
	mets medz	mites mats mates motes modes meets mutes &c
	emets	emmets emits
	pets pedz	pouts pats pads pots pods pates pets puts &c
	bets bedz	bouts bites bides bats bets beds boats boots &c
	nets nedz	noughts nights knots nods nets Ned's &c
	enets endz	on-its own-its in-its ends units
	lets ledz	lauds lights lots lades lids loads leads &c
	hets hedz	heights hides hods hates heads huts heats &c
	fets fedz	fights fats fads fates fades feeds foods &c
	vets vedz	voids vats votes
	evets	have-its of-its
	shets	shouts shots shuts sheets shoots
	chets	chats cheats chits
	jets jedz	jots jades jets jutes Jude's
	ests	ousts
	rets redz	routs writes rides rots rods rats reads &c
	wets wedz	woods wets weds weeds waits wits &c
	hwets	what's whets wheats
	yets	yachts yet-it-is

20) 
beginning created there there Lords fulness towards men beginning Word Word Word were him without him requires dozen lambs pigs sheep every great company many many year kingdom child child Annabel shines birds trees nature full gladness delight bark hath bears lions growl their nature proceed as before to add "m" to the stems.

	tem	time Tom tame tome team teem tomb Tim
	etem	autumn item at 'em ate 'em
	dem	dime dam dame dome dumb deem doom
	edem	Adam aid 'em owed 'em Edom
	them	them thumb theme
	kem	calm came come comb
	gem	game gum
	mem	mine ma'am maim mem. mum
	bem	bime bome boom
	nem	name gnome numb
	lem	lime lamb lame loam boom
	hem	ham hame hem home hum him
	fem	fame foam fume
	vem	vim
	evem	have 'em of 'em
	yeme	you may
	weme	we may
	whem	whim
	esem	assume

)	shem	sham shame Shem
)	jem	jam jamb Jim
)	rem	rhyme ram roam Rome rum ream room r
)	erm	arm harm
)	temt temd	timed tamed tempt teemed tombed
)	etemt	attempt (t "p" omitted after "m" of tem)
)	demt demd	damped dammed dumped deemed dimmed
)	pemt	pumped
)	bemt bemd	bumped bummed beamed boomed
)	kemt	calmed camped combed
)	remd	rhymed ramped rammed roamed &c
)	lemt lemd	limed lumped loomed limped
)	hemt-d	hemmed humped hummed hymned
)	yemet	you-might you-met-
)	femd	famed foamed fumed
)	shemd	shammed shamed
)	eshemd	ashamed
)	chemd	chimed {) | jemd | gemmed jammed
)	esemd	assumed
)	nemd	named numbed
)	temz	times Tom's tames tomes teams teems
)	etemz	autumn's items atoms
)	demz	dimes dams dames domes deems dooms &c
)	edemz	Adam's Edom's
)	themz	Thames themselves thumbs
)	pemz	palms (balms beams booms
)	nemz	names gnomes numbs
)	lemz	limes lambs lames loams looms limbs

Remz	calms combs comes — games gums
femz	fame's foams fumes
hemz	hams hames homes hums hems hymns
shemz	shams shames } chimes chums
jemz	jams jambs James gems Jim's
hwem	whims
esemz	assumes { rooms rims
remz	rhymes rams roams Rome's rums reams
memz	ma'ams maims mems.
test-d	tossed taste test toast teazed
etest	oughtest-attest-atest-eatest
dest-dezd	doused dazed dosed dozed dust
edest-zd	oddest addest aidest adduced
kest-kezd	cast cost caused cased coast-cussed kissed
ekest-	accost accused
gest-gezd	gazed guest-guessed ghost
egest	August aghast
pest-pezd	paused poised past passed paste post pest
epest-zd	opposed appeased
best-bezd	bossed based best boast bust buzzed beast
ebest	abased abused
nest-nezd	noised nest nosed
enst	inst.
lest-lezd	last lost laced lest lust list least loosed
elest	oilest ailest illest
hest	housed hoist hast haste hazed host hist hissed
fest-fezd	fast faced feast fused fist fizzed
vest	voiced vast vest
evest	avast
rest-rezd	roused raced raised rest wrest roast rust roost
erest	aurist arrest aroused eraced

⌒	west	waist waste waist west
⌒	hwest - 2d	whist whizzed wheezed
⌒	esest	assessed assist

⌒ oozest usest

⌒	ten	town tine tan ten tone tun ton tune tin
⌒	eten	oaten eaten attain attune
⌒	den	dawn down dine don deign den dun done dean
⌒	eden	Aden Eden adown
⌒	then	thine than thane then thin
⌒	ken	coin can con cane ken cone keen kin
⌒	eken	oaken akin
⌒	gen	gown gone gun
⌒	egen	Eyan agone again

⌒ hen hone hewn

⌒	pen	pawn pine pan pane pain pen pun pin
⌒	epen	open opine
⌒	ben	ban bane ben bone bun been boon been
⌒	nen	noun nine none known noon
⌒	len	lawn loin line lane lain lone loan lean loon
⌒	elen	Allen Ellen or ⌒ Allen ⌒ Ellen
⌒	fen	fawn fine fan fane fen fun fin
⌒	efen	often
⌒	ven	vine van vane vain vein
⌒	even	heaven haven oven even
⌒	yen	yawn yon

⌒ whine when whin

⌒	wen	wine wan wane wain wen won one win
⌒	shen	shine shone shown phun sheen shin
⌒	eshen	ashen
⌒	chen	chine chain chin
⌒	jen	join Jane John jean June gin joan
⌒	esen	essential
⌒	zen	Zion zone

plan of abbreviation will be illustrated further on.

◡	tent tend	tanned taunt taint tent tend toned tuned tint tinned
◡	atent-d	attained attend atoned attuned
◡	dent-d	dawned downed dined donned deigned don't dunned
◡	edent	hadn't ◡ thinned ◠ within it
◡	kent-d	count coined kind can't canned caned
◡	ekent	account
◡	gent	gowned gaunt { ◠ man mine main mean
◡	ment-d	mount mind manned mained meant moaned
◡	ement-d	amount amend
◡	pent-d	pawned point pint pined pant paint pained
◡	pent-d	appoint opined opened oppugned
◡	bent-d	bound bind band bond bent bend boned
◡	ebent-d	abound abundant
◡	enent	annoint anent
◡	lent-d	lined land lent lend loaned leaned lint
◡	hent-d	hind hand haunt hunt hint hound
◡	fent-d	found find fanned font fond faint feigned
◡	vent-d	vent
◡	event	avaunt event ◠ evince events
◡	rent-d	round rind rant rained rent rend
◡	erent-d	errand errant around arraigned
◡	went-d	wound wind want wand waned went wend
◡	shent-d	shined shan't shunt shunned ◠ ocean
◡	chent-d	chant chained chint chinned
◡	jent-d	joint joined jaunt gent.
◡	ejent	agent
◡	esent-d	assigned assent ascend
◡	ezent	wasn't. Plan of phrasing will be explained further on.

In shorthand any hook or circle for "t" and "s" may also stand for "d" and "z". Remember you are studying to recognize the stems and instantly give their names; second to hear in the sounds of words the names of stems and be able instantly to make those stems. In naming a stem do not break it up into parts but pronounce it as one whole. Thus, it is true that ⌒ contains "b" "t" "s" but in pronouncing the name of this stem say "bets" not these stems "be-te-es" which would be the way to write "beauteous", thus, ⌒ s. This matter of pronunciation, When you hear a word write the stem or stems that sound like it. (is all important, the basis of shorthand writing)

⌒	tens	towns tans tens tones tuns tons tins tunes
⌒	etens	attains attends atones attunes
⌒	dens	dawns downs dines deigns dens duns deans dins
⌒	thens	thanes thence ⌒ Athens
⌒	kens	kines cons canes kens cones coons
⌒	gens	gowns gains guns
⌒	mens	mines man's manes men's moans means moons
⌒	emens	amens omens immense
⌒	pens	pawns pounce pines pans panes pains pens puns
⌒	epens	opens opines happens
⌒	bens	bounce binds banns bones buns beans bins
⌒	nens	nouns nines nuns noons ⌒ announce
⌒	lens	lawns lines lance lanes lens loans leans loons
⌒	elens	aligns ⌒ hounds hands hens hence
⌒	fens	fawns fines fans fanes fens fence fins
⌒	vens	vines vans veins ⌒ ovens evince heavens
⌒	yens	yawns ⌒ shines shuns sheens shins ⌒ oceans

rens	rains reigns reins roans runs rinse ruins
erns	irons Aaron's earns Erin's
chens	chance chains chins
ejens	adjoins joins John's Janes Jones Junes gins
wens	wines wanes wens once ones weans wins wince
hwens	whines whence whins essence assigns
teng	tongue tying toing toeing eating outing
deng	dying dong doing ding thong thing
edeng	hiding adding aiding thawing
keng	cawing cooing king aching eking
geng	guying gang gong going egging among
meng	'mong maying mowing mewing aiming
peng	pang pawing paying aping oping hoping
beng	bang bung bowing buying baying being
neng	gnawing neighing knowing
eneng	awning owning inning
leng	long lung ling lying laying lowing hoeing
eleng	oiling ailing hang hung hieing haying
feng	fang feeing offing I vieing vowing evening
eveng	having yawing Ewing young
sheng	shying showing shoeing wishing
cheng	chewing etching itching aging edging
jeng	jawing icing easing oozing using
tengs	tongues tongs outings doings
thengs	thongs things thinks thanks
kengs	kings achings gangs gongs goings
pengs	pangs beings bangs bungs
enengs	awnings innings longs lungs lowings

If desired the loop may be made large to show that the "ing" forms a syllable by itself; as, ∫ lung ∫ laying — going — going, ∽ bangs ∽ beings. In the same way add "ter", which may also stand for "der" "ther" "their" "there" "they are" or "ture", by means of the ter-wave. may also be "either"

teter	tighter latter totter tutor tother to-their
eteter	at-either ought-either cutter cater can-there
deter	daughter doubter debter do-their
edter	had-there owed-their auditor actor
theter	theater thither that-there though-there
geter	getter gadder gather go-there
meter	matter moter mutter mother madder may-there
emter	am-there about-there
peter	pouter powder patter pay-their peter pewter
epter	apter up-there hope-there
beter	batter better butter bitter by-their bother bather
neter	neater neither nether neuter
enter	enter under in-their
leter	loiter latter lighter later letter litter leader
elter	alter altar all-their, all-there older elder
feter	father fe'ter fitter future future father
efter	after if-there
veter	voter view-their have-you-their
evter	of-their have-their have-there
heter	hatter hotter heater either ho-there!
reter	rider writer ruder reader rather row-there
erter	order or-there are-there
ester	oyster aster Esther Easter

ezter	was-there ↙ shatter shutter shouter show-their
cheter	chatter cheater each-other ⊂ equator
tester	taster tester toaster ↗ it-is-there
dester	duster does-there ↘ castor coaster kissed-her
mester	moister moisture master muster mister
pester	pastor pasture pester poster posture ↘ goes-there
bester	boaster ↘ knows-there ↗ hoister ↙ yesterday
lester	lustre lost-her lest-there ↗ roaster rooster
fester	faster fester fonter ↗ vaster vesture visitor
shester	shows-there ↙ choose-their Chester chaster
jester	jester gesture ↓ wester ↓ western ↓ westerly
tenter	tenter tinter tender tinder, attain-their ↗
denter	dander dunder down-there dine-there done-their
edenter	had-another ↘ thunder then-there ↙ yonder
penter	pointer pounder ponder painter panther
benter	binder bender banter been-there
openter	upon-their open-their hopin'-there
kenter	counter canter can-there condor candor
genter	gander gone-there gain-their ↘ again-there
lenter	lender line-their lain-there loan-there
fenter	fainter founder finder fender fun-there
venter	venture ↗ often-there ↓ even-their
henter	hunter hinder hinder ↓ asunder
render	ranter rounder render ↓ was-under
wenter	winter wander winder wonder won-their
jenter	jointer jointure gender join-their
menter	mentor mind-her mean-their

	teters	tatters tattered testers tenders
	deters	debtors dusters stunders stundered
	metered	mattered masters mastered pondered
	ketered	catered cantered gathers wonders
	beters	boaters bitters biters bettered boasters
	letters	letters loitered lusters linders
	ventered	ventured mated wasted lasted
	keted	coated posted wintered painters
	edeshen	addition edition caution cautions
	meshens	missions motions emotion omission emission
	peshen	passion patient patience option
	loshen	lotion lesion allusion objection
	feshens	fashions fashioned efficient Hessian
	reshen	ration Russian oration vision evasion
	telt	told toiled tiled tilled tell-it
	delt	dealt doled adult addled huddled
	melt	malt mauled mild moult mould melt milled
	pelt	palled piled polled pelt pealed pooled pulled
	belt	bawled boiled bailed belt bolt bowled built
	ebelt	able-to ability hauled held hold hilt
	kelt	called colt cold cult culled cooled kill killed
	gelt	galled gold gulled gilt guilt gild guild
	lelt	lolled lulled oiled ailed old
	felt	fault fouled filed failed felt felled fold filled
	velt	vault veiled yelled shalt shelled
	chelt	child chilled jolt jilt assailed assault
	welt	walled wild wilt willed wailed wold
	erld	world railed rolled ruled whiled

⌒o	teses	tosses teases ⌒o it-is-his ⌒o adduces
⌒o	deses	doses dozes does-his does-as deuces { moose's
⌒o	theses	thesis this-is that-is-his { misses
⌒o	meses	mouse's mice's masses mosses Moses mazes messes
⌒o	emeses	amasses amazes amuses ⌒o gazes gauzes guesses
⌒o	keses	causes cases kisses ⌒o axis axes excess access
⌒o	peses	pauses passes paces poses pieces possess ⌒o poses, es
⌒o	beses	bosses bass buzzes bases buys-as ⌒o elses
⌒o	ebses	abscess ⌒o losses laces leases loses lasses looses
⌒o	heses	houses hisses ⌒o uses-his ⌒o shows-us
⌒o	feses	fauces faces phases fusses ⌒o effaces offices
⌒o	veses	vases views-is vices ⌒o whizes wheezes
⌒o	cheses	chooses choices chases cheeses each-has-his
⌒o	echeses	which-is-his ⌒o noises nieces nieces
⌒o	jeses	Jesus juices ⌒o ounces
⌒3	kedelt	coddled cuddled ⌒3 bottled 3 victualed
⌒3	meteld	mottled mettled modelled 3 fiddled 3 tattled

The word "us" is usually written in Shorthand at the end of a stem with o ; as, ⌒o to-us ⌒o with-us. When standing alone it can be written with ς and the form ı previously given for "us" will be more convenient for "of" . The vowel ɔ has had no word-value assigned to it : It will be used for "could", being the vowel in that word. A few of these small words when joined to other small words change their direction slightly. None but as below however.

·	a	\	the	>	of-an	↳	her-and-I
-	an, and	↰	and-the	<	of-the	↱	you-and I
↗	and-a	ı	of	↳	of-it	a	as-a, is-a
↗	and-an	>	of-a	↳o	of-its	?	as-the, is-the

I have arranged the strokes so that the pen may be held as in longhand, thus enabling you to write with greater speed and less fatigue than in other systems. Thus holding the pen the most difficult stroke will be found to be —. This has been used for N and in spite of having other ways of representing N; as, "O", &c this stroke comes pretty often. I have decided, therefore, to change two strokes; as follows:- ↘ en ↘ ne ↘ eng \ ek \ eg × It will make no difference to the learner except to re-name these two signs. Some hands are so balanced that to them the straight stroke is easier than the waved. Such are few. I can, myself, but I find that so many, nearly all, of my pupils cannot; hence the change.

31

You have now gone over the stems with their "final modifications". You have now to go over them in the same way with their "initial modifications". In the same way as before place each of the vowel sounds in succession after a stem, then before its mate. If it gives a whole word write it down. When your list is complete compare it with this. Do not be alarmed if it differs from this. Both may be right. To illustrate a point I have sometimes to deviate. Remember it is stems you are to learn so as to pronounce them instantly, to know what stem the sound of a word suggests, to know that a stem as ↘ standing alone may suggest any one of half a dozen words. Its name is simply "henter". But standing in a sentence the context will show which particular word will make sense. Educate your ear so that when you hear a word you hear in it the name of a stem. Educate your eye so that as soon as

you see a stem you can pronounce. Then be sure to pronounce it for the name of the stem will suggest to you the word. You see I dwell upon this point for in it is the whole art of shorthand writing and reading. In some systems you have to burden your memory with hundreds of unmeaning arbitray signs. In this system there is none of this. Every stem has a name and the name is the skeleton of a word. x

pre	prow pry pray pro	pres	prows pries prays praise
eper	aper upper	bre	brow bray brew
bres	brows brays breeze	ple	plow ply play plea
eber	(part of words)	ble	blow blue blew
tre	try tray trow true tree	fre	fry fray fro free
eter	outer otter utter later	vere	very vary
dre	draw dry dray drew	her	hire higher hair her
eder	adder eider odor	yer	year your you-are
thre	throw three through	sher	shower share sure
ether	author ether either	esher	assure usher wisher
cher	chair chore cheer	jer	jar jeer Junior
echer	which-are whiche'er	ejer	ajar larger
kre	cry crow crew	efer	offer if-our
ekes	ochre acre Euchre	ever	ever over have-our
gre	gray grow grew	mer	more mere Mr.
eger	anger eager	emer	humor amor
ner	near nor nigher	enger	anger longer
ener	honor owner inner		

ter	tire tar tore tear tour	her	core core cur cure
eteer	attire at-our	ger	gore gear goer
der	dower dire door dear	fer	fair fire for four fear
edeer	adore had-our	ver	have-your viewer
ther	there their they-are	efeer	affair afire afore
ether	with-our	ler	lower liar layer

The "initial modifications" are uniformly applied to all stems except as below. Therefore if I omit any stems it is simply to reduce the size of the book. As "r" never comes immediately after "l" in the same syllable ⌐ and ⌐ (stuck up of course) are never needed for "cler" and "ler"; these forms are used for "fle" and "ble". See page 32. The "r" as ⌐ — ⌐ ⌐ ⌐ is on the "under" side of straight stems. The other side is used for "l". The "ear" curl as ⌒) ⌒ is placed any convenient way. A large initial hook as ⊂ is "y" on T, D, TH K G L R W WH Z and N on other stems it is "l". These will be made plain as we proceed and you need pay no further attention to them here. This "y" hook and the "fle" & "ble" mentioned are the only exceptions in the whole system and are made for convenience and because they are not needed for any other purpose.

⌒ ⌒ ⌒ ⌒ ⌒ ⌒	per	power pair pore pour purr peer pear poor pure
	epeer	appear) appears ⌒ pairs powers pours
	ber	bear bare bore burr beer bier boor
	wer	wear wore wire war were we-are
	hwer	where what-care ⌐ where what-are
	bers	(sometimes one form is more convenient) bears bores bowers boors bear-us
⌒ ⌒ ⌒ ⌒ ⌒ ⌒	tres	tries trays tress truss trees ⌒ tires tears
	dres	dries draws dross drays dress ⌐ lowers
	ders	dyers doors dears doers dures ⌐ roars
	eders	adders aiders odors udders ⌒ authors
	edeers	adores ⌒ theirs there-is ⌒ threes

	ples	plows plies plays place plaice plus please pleas 34
	bles	blouse blaze blows bless blues bliss verse
	fers	fires fares fairs farce force fours fierce fears
	kers	corse cares course coarse cores curse cures
	wers	wars worse years yours cheers chairs
	tret-	trout trite trot tret treat uttered outward
	tert-	tort towered tired tart tarred toward
	dret-	drought dried dread adored
	dert-	dowered dared dart dirt
	thret-	thread threat throat threw it thereat
	kret-	krout cried crowed crowd creed crude
	kert-	court cared cored curt curd cured
	ekert-	awkward accrued mired marred
	pret-	prate part port pert poured purred paired
	bret-	brought bright bride brad brat braid bread
	berd	barred bared board bored bird bard
	ebeerd	aboard abroad abrade
	plet-	plowed plight plat plaid plot plod plait plate
	blet-	blight bloat blowed blood bleat bleed bled
	lert-	lord lard lowered leered veered averred
	ekert-	alert fort fared feared afford effort
	rert-	roared reared ward warred word weird
	ehert-	short chart charred cheered jeered
	eshert-	ushered assured yard hard herd
	trest-	truest truest trust trussed
	dreat-	dressed addressed adorest
	dert-	durst dearest pressed praised prized
	pert-	parsed pursed pierced appearest
	epret-	oppressed apprised appraised

	stet	stout- state steed		sedet	sedate said-it
	setet	sighted sated		sedet	sedate seeded sodded
	sethet	as-that		sethet	soothed saith-it
	sket-	scout skate		esget-	as-good his-God
	sekt	sacked soaked		segd	sagged
	spet	spot spite spit		sept-	sapped sept. supped
	esbet-	has-but		sebd	sobbed subbed
	snet	snout snide		sent	Saint sent cent
	sengit	sing-it		slet	slight slide slat
	selt-	salt sold		selet-	salute
	sefet-	soft sift		sevd	{ saved / salved
	eshet-	as-hot his-head		esyet	as-yet { samite
	smet-	smite smote		semet-	somewhat seemed
	sereet	serrate is-right		sert	sort-sord sired
	swet	sweet sweat		seshet	is-shot & sashed
	sechet	sachet		sest	sauced sist
	shet-	straight strut		sedert	sodered con-sidered
	setert	Saturday		setherd	southward
	spret-	sprat sprout		sepert	separate
	sebret	soubrette		sebert	sobered sabred
	splet-	split explode		sebeld	sabled disabled
	skret	screed screwed		sekret	sacred secret
	segneed	disagreed		sefret-	suffered severed
	serert	swart		smert	smart
	semert	simmered		snert	snort
	stre	straw stray		spre	spry spray spree
	seter	Satyr setter		sple	splay display
	seder	cider sodder			

You have doubtless noticed that ⌒ is ske and ⌒ is skre. You could of course write skre ⌒ but it is not necessary and takes longer. Compare ⌒ ske ⌒ skre ⌒ s'ge ⌒ s'gre ⌒ sek ⌒ sekr ⌒ seg ⌒ segr ⌒ ser ⌒ serer. It is only these (the straight stems) that possess this advantage. On all others you have to say ⌒ spe ⌒ spre ⌒ turning the "s" inside the hook. The form ⌒ therefore on straights can be used for another purpose to be explained later as ⌒ or ⌒ skle (sometimes one will be more convenient than the other)

⌒	per	pair peer purr	⌒	ker	care core car
⌒	sper	spare spear spur	⌒	sker	scare score scar
⌒	spert	sport spurt	⌒	skert	scared skirt
⌒	tert	tart tarred	⌒	smert	smart smeared
⌒	stert	start starred	⌒	smert	smart smeared
⌒	kle	claw clay clue	⌒	ekel	eclat equal
⌒	gle	glow glee glue	⌒	egel	eagle ogle ugly
⌒	rel	rule real	⌒	erl	earl world
⌒	fley	play plea	⌒	fle	fly flew flow
⌒	ble	blow blue	⌒	vel	vale vile veal
⌒	eple or	apply happily	⌒	efl	awful
⌒	epl	apple ⌒ able	⌒	evl	oval evil avail
⌒	wel	wail we-will	⌒	huel	while what-will
⌒	teye	to-you	⌒	keye	can-you
⌒	etye	at-you	⌒	weye	would-you
⌒	deye	do-you	⌒	eleye	will-you
⌒	edye	had-you	⌒	hweye	what-you
⌒	theye	that you	⌒	eye	are-you
⌒	ethye	with you	⌒	reye	were-you

sten	stain stone	
seten	Satan satin	
seden	sadden sudden	
esden	is-done has-done	
esthen	as-then	
esethen	is-within	
semen	some-one	
smen	is-mean	
esshen	is-shown	
seshen	session cession	
swen	swan swain	
seren	serene & siren	
steng	sting stung	
ste eng	staying slowing	
esde eng	is-doing	
sedeng	sodding siding	
esthe eng	is-thawing	
sethieng	soothing	
sethieng	something	
esheng	is-hung	
eryeng	as-young	
seseng	sissing	
sereng	soaring	
tre eng	trying	
dre-eng	draw-ing	
kre-eng	crying crowing	
ple eng	playing plying	
pre eng	praying prying	
ble eng	blowing	

spen	Spain spin spun	37
esspen	is-open is-upon	
esbeen	has-been	
esseben	is abundant	
slen	slain Sloan saloon	
seln	sullen is-all-one	
esfen	as-fine is-fenn	
esven	is-vain & is-even	
sechen	such-a-one & soften	
sejen	suggestion	
sezen	season Susan	
esnen	has-none	
spe eng	spying	
sepeng	sapping supping	
esbe eng	is-being is-buying	
sebeng	sobbing	
sleng	sling slang slung	
sle eng	slaying sleighing	
seleng	selling ceiling	
sweng	swing	
swe eng	swaying	
sezeng	sizing seizing	
seneng	sinning	
threng	throng throwing	
gre eng	growing agreeing	
breng	bring brewing	
freng	freeing fraying	
vereng	veering	

	tereng	tiring tearing		dereng	daring during[38]
	etering	attiring uttering		edering	adoring
	ethering	withering		pereng	pairing pouring
	bereng	bearing boring		epeering	appearing
	lereng	leering lowering		fereng	fairing fearing
	hereng	herring hearing		evereng	evenjiting
	kereng	caring curing		nering	nearing
	gereng	goring gearing		mering	marring
	streng	string strong		spreng	spring sprang
	sedereng	soldering		spleng	'splaying
	sebereng	sobering		skreng	screwing
	s'greng	'sgreeing		sekring	succoring
	s'freng	suffering		severeng	severing
or	stereng	staring storing		skereng	scaring
	spereng	sparing spearing		sekering	securing
	swereng	swearing		semereng	simmering
	swereng	swearing		slereng	slurring
	kleng	cling clung		releng	ruling rolling
	gleeng	glowing gluing		weleng	wailing walling
	egleng	ogling haggling		fleng	fling fleeing
	veleng	vailing valuing		bleng	belong blowing
	stetest-	stoutest		spest	spaced & supposed
	setest-	seatest		erbest-	is-best
	sedeest	seduced		slest	sliced
	sedest	saddest		selest	solaced
	sefest	safest		serest-	sorest- sourest
	s'fest-	suffused		sekest	sickest

	trest-	triest trust-		prest	praised priest-
	etrest	utterest		eprest	expressed apprized
	drest	dressed ~ addressed		brest	braced breast
	threst	thrust throwest		ebrest-	abrest- abraced
	etherst-	athirst-		plest-	placed pleased
	krest	crest crossed		blest-	blast- blest
	grest	greased grist		frest	frost- frosted
	werst	worst		merest	merest
	nerst	nursed nearest-		emerest	emerged immersed
	sherest	surest		rerest	rarest
	klest	classed closed		twelst-	whilst-
	glest-	glossed glazed		flest	fleeced
	plest	placed pleased		velest	vilest
	blest	blast- blest		eblest	ablest
	terest-	tourist		perst-	pursed
	derest-	dearest durst-		eperest-	appearest
	kerst-	cursed		ferst-	first-
	ekerst-	accursed		everest	Everest
	erest-	erst aurist		ereest	arrest aroused
	spest	expressed 'spised		sepest	suppressed
	splest	spliced		seberest	soberest
	sewerest	sewerest		seferest	sufferest
	swerest	swearest		sekerest	succorest
	tren	train { drown		pren	prawn
	dren	drawn drain		epern	apron
	thren	throne thrown		bren	brown brain bran
	kren	crown crane		fren	frown
	gren	grown grain		mern	mourn morn
	heren	here-in		clern	clurn
	yern	yearn your-own		ejern	adjourn

stent-	stand stint		esettient-	is-within-it	
esdent	has-done-it		skent	scant skimmed	
sedent-	saddened		sekent	second	
sement-	is-meant-		senent	cement-	
spent-	spent spend		sepent	is-opened	
esbent-	has-been-it		snent	has-known-it	
slent-	slant salient		selent	silent	
eshend	his-hand		esfent	is-found	
esvent	is 'venient		sefent-	softened	
sevent-	savant		esshent	is-shunned	
eschent	is-chained		sezent	seasoned	
trent-	trained		drent-	drained	
thrent	throned		edrent	hydrant	
krent-	crowned		grent-	grant-ground	
mrent-	mourned		egrent	aground	
prent	print		reprent	reprint	
brent	brand		plent	plant planned	
ebherent	abhorrent		blent	blend blunt	
yernt	yearned		frent	friend front	
revrent	reverent		efrent-	affront	
wernt	warned		shrent	shrined	
ejernt	adjourned		blejrent	belligerent	
ezernet	was-or-not		clernt-	clurned	
esternt	is-turned		esternt	has-learned	
spernt-	spurned		esbernt-	is-burnt	
skernt	scorned		sebernt	suborned	
esmernt	is-mourned		sejernt	sojourned	

Learn to recognize and pronounce stems

	ternt	turned
	sternt	eternity
	thernt	they-are-not
	bernt	burnt
	abernt	aberrant
	lernt	learned
	strent	strained
	esdrent	is-drained
	esbrent	is-browned
	esfrent	his-friend
	stete	statue
	stede	study
	step	step stop
	stabe	stubby
	steke	stisky
	stege	stoga
	steme	steamy
	stele	steely
	stefe	stuffy
	Stevie	Stevie
	stere	story
	stene	stony
	stecke	stisky
	steje	stagy
	esetwe	as-it-would

	dernt	darned darnt
	edernt	adorned
	pernt	parent
	epernt	apparent
	kernt	care-not
	evernt	have-or-not
	restrend	restrained
	sprent	sprained
	skrent	screened
	sekernt	seek-or-not
	stet	state
	sted	stayed
	estpe	is-to-pay
	steb	stub stab
	stek	stisk
	steg	stag
	steam	steam
	stel	still
	stef	stuff
	stev	stave
	ster	star store
	sten	stone
	stech	stitch
	stej	stage
	ez-etez	as-it-was

Review frequently. Have the words and phrases dictated to you while you write and name the stems.

stetes	statues statues	
stedes	studies	
esetbes	as-it-bugs	
steks	sticks	
stems	steams	
steres	stories	
sters	stores	
stetet	statute	
steded	studied	
steped	stupid	
stebet	stabat	
stelet	stolid	
stemt	steamed	
stent	stoned	
steft	stuffed	
stecht	stitched	
stedest	steadiest	
seferest	sufferest	
stefest	stiffest	
steven	Stephen	
stelen	stolen	
steren	sterine	
stepent	stipend	
stement	statement	
skel	school skill	
sekel	sickle	
sevel	civil	
stets	states	
steds	steeds studs	
stebs	stabs	
stels	steals	
stens	stones	
steus	stings	
steches	stitches	
stetet	stated	
steded	studded	
stept	stopped	
stebt	stabbed	
stelt	stilled	
steket	stuccoed	
stekt	stocked	
sterel	storied	
stevt	staved	
sverest	severest	
severest	severest	
stelest	stillest	
stefen	stiffen	
stemen	stamen	
steten	Staten	
stedent	student	
stefent	stiffened	
spe	supply	
sepel	supple	
sebel	sable	

	steses	stays as		setses	suits-us
	sedeses	seduces		sedses	saducees
	estheses	is-this-his		settises	soothes-us
	skeses	excuses		sekses	sexes sixes
	semses	same-as-his		spesses	spaces
	sepses	supposes		serses	sources
	sneses	sneezes		senses	senses census
	treses	tresses		nerses	nurses
	dreses	dresses		edreses	addresses
	threses	throws-his		ethereses	authoresses
	kreses	crosses		ekreses	across-us
	greses	greases		egreses	egresses
	preses	presses		epreses	oppresses
	breses	breezes		ebreses	abrases
	pleses	pleases		bleses	blesses
	herses	horses		emerses	immerses
	freses	freezes		verses	verses versus
	everses	ever-says		eferses	offers-us
	ferses	forces		keses	curses
	peses	pierces		jeses	jerseys
	kleses	closes classes		gleses	glasses
	relses	releases		velses	valises
	meses	mercies		flesos	fleeces
	pleses	places		bleses	blesses
	helses	holds-us		yelses	yields-us

	spreses	expresses		supreses	suppresses
	swerses	swears - his		sederses	considers - his
	stetses	states-his		stedses	studies - his
	stet	state		setet	sated
	sedet	sedate		sedet	said - it
	spet	spot spite		sept	supped
	tret	treat tread		etret	attract
	dret	dread		edret	adroit
	thret	throat		ethret	athwart
	pret	pride		epret	upright
	bred	broad		ebred	abroad
	kret	crate		ekred	acrid
	gret	greed		egred	agreed
	plet	plead		blet	blot blood
	fret	fret freed		efed	afraid
	nert	neared		enert	inert
	tert	tort tart		etert	uttered
	dert	dirt dared		edert	adored
	spret	sprite		spert	spirit
	stept	stopped		stebt	stabbed
	statet	statute		steft	stuffed
	stret	street		stert	start
	skelt	scald		swelt	swelled
	splet	split		slert	slurred

net	night		nete	Knotty	
ned	need		nede	needy	
netth	neath		nethe	Know-thers	
nep	nap		nepe	no-pay	
neb	nab		nebe	nobby	
nem	name		neme	Know-me	
nek	Knock		nege	negro	
neg	nag		neve	navy nephew	
nehe	Know-why		neye	Know-you	
nele	Nelly		nel	Nell	
nere	narrow		ner	Nor	
nen	no-one		nene	ninny	
neng	Knowing		nehwe	Know-what	
nesh	gnash		neshe	no-show	
nech	notch		nej	nudge	
nees	Know-us		neze	noisy	
netes	notice		nets	notes	
nedes	no-days		neds	nods	
nethes	Know-this		nethes	neath-us	
nekes	no-cause		neks	Knocks	
neges	negus		negs	nags	
nepes	no-peace		neps	nips	
nebes	no-business		nebs	neighbors	
neles	no-less		nels	Kneels	
nehes	no-house		neyes	no-use	
nefes	no-fuss		neves	no-voice	
neres	no-rise		nevs	knives	
neshes	no-shoes		neshes	gnashes	
neches	no-choice		neches	notches	

nedet	no-doubt	
nethet	no-thought	
neget	no-good	
nepet	not-paid	
nebed	nobody	
nenet	no-night	
nelet	no-light	
nehed	no-heed	
nefed	no-food	
neteses	notices	
nebeses	new-houses	
nefeses	new-faces	
netest	no-test	
nedest	no-dust	
neteng	noting	
nemeng	naming	
nemen	no-man	
netent	no!-it-is-not	
nekent	no!-I-can't	
stens	stands	
spens	spans	
skens	scans	
selens	saloons	
sefens	softens	
serens	surrounds	
swens	swoons	
sezens	seasons	

netet	noted	
nedet	noded	
negt	nagged	
nept	nipped	
nebd	neighborhood	
nent	known-it	
nelt	knelt	
neget	know-yet	
nezd	noised	
nethses	know-this-is	
nebeses	no-basis	
nevses	new-voices	
notest	noticed	
nekest	no-cost	
nedeng	nodding	
nethens	nothing	
nefen	no-fun	
nedent	no!-don't	
nement	no-amount	
setens	Satan's	
sedens	saddens	
sekens	sickens	
selens	silence	
sevens	sevens	
semens	summons	
semens	some-one's	
sbens	Sabeans	

stem	stem steam		setem	set-him } him	
esdem	is-dumb		sedem	Sodom has-had-	
esthem	is-that-him		sethem	soothe-him	
skem	scheme		sekem	seek-him	
esgem	his-game		segem	is-against-him	
esbem	is-by-him		esebem	is-about-him	
semem	sometime		slem	solemn	
senem	seen-him		serem	sea-room	
sevem	save-him		swem	swim	
trem	trim		threm	through-him	
krem	cream		ethem	either-of-them	
grem	grim		prem	prim	
brem	brim		ebrem	Abram	
frem	from		plem	plum	
blem	blame		werm	warm	
jerm	germ		cherm	charm	
term	term		elerm	alarm	
strem	stream		seprem	supreme	
skrem	scream		swerm	swarm	
sepem	suffer-him		ferm	form	
klem	claim		glem	gloom	
eklem	acclaim		flem	flame	
relm	realm		velm	volume	
stelm	steal-him		stebem	stab-him	

stelt	stilt	
esdelt	has dealt	
skelt	scald	
spelt	spelled	
esfelt	has felt	
smelt	smelt	
eschelt	his-child	
trelt	trailed	
brelt	brawled	
kerlt	curled	
steter	stutter	
esdeter	his-daughter	
erbeter	is-better	
sleter	slaughter	
esfeter	is-fitter	
smeter	smatter	
teter	tatter	
treter	traitor	
terter	tartar	
fether	father	
ferther	farther	
freter	fritter	
beter	better	
breter	brighter	
berter	barter	
setlt	settled	
sedelt	saddled	
esgelt	as-gold	
esbelt	has-built	
esvelt	is-vailed	
swelt	swelled	
eshelt	has-held	
drelt	drawled	
herelt	Harold	
ferelt	feruled	
setter	set-there	
spetter	spatter	
sketer	scatter	
selter	salter	
sefter	softer	
sweter	sweeter	
leter	letter	
lerter	larder	
plater	platter	
kreter	creature	
kerter	carter	
meter	matter	
smeter	smatter	
merter	martyr	
kleter	clatter	

	stems	stems		skems	skims
	stemt	stamped		slems	slams
	swirms	swarms		sedems	Sodom's
	trems	trims		drems	dreams
	frems	frames		blems	blooms
	terms	terms		werms	worms
	clerms	alarms		fermes	farms
	klems	climes		flems	flames
	relms	realms		velms	volumes
	strems	streams		spremst	supremest
	sperms	sperms		skrems	screams
	skemt	skimped		slemt	slammed
	thengs	things		kengs	kings
	brengs	brings		slengs	slings
	blengs	belongs		klengs	clings
	sketet	skated		fretet	fretted
	bletet	blighted		wetet	waited
	pretelt	prattled		stertlt-	startled
	keshen	caution		ekshen	auction
	sekshen	section		ekshens	auctions
	feshens	passions		sedeshen	sedition
	feshent	patient		skeshen	secretion

	splushen	seclusion		Ketel	cattle
	getel	fatal		shetel	shuttle
	splosheu	explosion		grenter	grandeur
	ebleshen	abolition		sefeshent	sufficient
	pester	pastor		plester	plaster
	prester	prester		blesterd	blistered
	dezene	Do you know		Keteng	cutting
	demeng	dooming		ketengs	cuttings
	pestereng	pestering		Kerdeng	carding
	preteng	prating		konpes	compose
	pesteng	parting		konfes	confess
	konven	convene		kontershen	contortion
	konpeshen	Compassion		kontreshen	contrition
	belt	bolt		betel or betelt	bottle, bottled
	beltet	bolted		sheteng	shading
	oeng	owing		ieng	eyeing
	aweng	awing		noeng	knowing
	thes	theso		weneng	winning
	thct-lesnes	thought-lessness		ebes-ivnes	abusiveness
	thet-felness	thought-fulness		hem-blnes	humblenesso

You have now had examples of nearly all the various "initial" and "final" modifications of stems. Below they are given for review and reference on the stems TE, ×PE × Some of them make full words and others only parts of words. All stems may be similarly modified, except ɔ ɔ, not being needed for "ler", are used as a second form for "fl" and "bl". "sl" "dl" "thl" "nl" "ll" never occurring at the beginning of a word a large hook on these stems and on K, G, W, R stands for "Y"; as ⌒ Do you? ⌒ Will you?

		S	SS	t	ts	st	sts	n	ns	nt	nts	td	std	ntd	lt	tl
T	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
sT	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
stT	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
Tr	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
Ter	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
sTr	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣
sTer	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣	⌣

In naming stems be careful: to give the name of the stem as "one whole". Thus ⌣ is not "S-T-R-T-D" but one word "started". The names suggest the words.

52		ter	ters	tert	ster	sters	stert	nter	nters	nterst	ng	ngs	ngst	n	ns	nt
P																
sP																
stP																
Pr																
sPr																
Per																
sPer																
nP																

General Rule: — Whatever "initial" or "final" modifications can be attached to one stem can be attached to all stems.

There are only two exceptions in the whole system. "bre" never occurs in English; when "ler" is required you have the forms and . Therefore what would be "bre", , by the rule, is used as an additional form for " ple" " ble". Straight stems have one advantage over curves. You have to write " spe spre" but on straight stems you can write " ske skre". A large "initial" hook may be used on all stems; as, ple ble ebel ebel fla vel hel zel mel shel eshel

chel (echel) jel (ejel) evel but on all other stems than the foregoing the large hook stands for "ye"; as, to-you had-you will-you can-you. Observe that the form "kwe" has the large hook on the underside. Again straight stems have an advantage over curves. You have to write "pre ple" but on the straights you can write kle kre wel wer rel. The form is not needed for "rr" and will be used for another purpose shortly.

Stems can be joined together and each must be pronounced just as if it stood alone:

	de-le	daily dally delay duly delight
	deel	dial dale dell dole dull deal duel
	ed-le	oddly sadly adult
	des-pes	dispose dispise disposed despot
	de-pes-ted	deposited or deposited
	ment-el	mental mantel mantle mentally
	ke-pett	capital captivate captivity
	ke-per	caper copper keeper cooper
	de-frent	different difference differently
	mern-fele	mournfully mortal model
	de-ler	dollar dealer duller nobler
	dre-ler	droller driller pity

54 While you have two signs for each consonant, one to indicate a vowel before it, and the other a vowel after it, in all the Pitmanic Systems there is only one stem (with one exception) whether a vowel comes before it or after it. You can judge of the difficulty of reading a Pitmanic system by the following comparison:

Johnson's	Pitman's	Johnson's	Pitman's
beauty	beauty	peace	peace
abbot	abbot	opes	opes
goatee	goatee	cross	cross
agate	agate	acres	acres
blow	blow	pippin	pippin
able	able	painter	painter
views	views	gas	gas
ewes	ewes	eggs	eggs
business	business	choose	choose
absence	absence	itches	itches
arm	army	device	device
room	room	advise	advise
January	January	happy	happy
Agenor	Agenor	hope	hope
humble	humble	care	care
		crow	crow

I have not made the foregoing comparison to belittle the Pitmanic Systems. Any one of them is grand if you have years to spend in learning to write and afterwards read them.

In my system you can shade the stems or not just as convenient. In Pitman's you must shade half of the stems whether it is convenient or not or they will mean something else.

It adds to speed to be able to write certain prefixes and affixes briefly; as, ⌒ or ⌒. paying ⌒. printing ⌒ or ⌒ floating ⌒ cuttings ⌒ meanings ⌒ thought-lessness ⌒ artlessness ⌒ thought-fulness ⌒ art-fulness ⌒ abusiveness ⌒ abortiveness ⌒ suitableness ⌒ phraseology ⌒ ornith-ology ⌒ busi-ness ⌒ mean-ness. Of course you may write them if full if convenient and you choose to do so; as, ⌒ or ⌒ brightness. ⌒ compose ⌒ conduce ⌒ confess. Con or com in the middle of a word may be omitted and the parts written close together ⌒ de-com-pose ⌒ dis-com-pose ⌒ accommodate ⌒ front con-geals ⌒ authors com-pose. ⌒ enter-tain ⌒ inter-pose ⌒ understood ⌒ intersperse ⌒ magni-tude ⌒ magne-tism ⌒ magni-ficent ⌒ accomplish ⌒ reli-ability ⌒ suitability ⌒ account-ability ⌒ respons-ibility ⌒ vulg-arity.

The points of superiority of this system over others are these:

(1) No care is necessary in writing the stems to have them heavy or light. Some write a much heavier hand than others. The writing may be large or small so long as the relative lengths are preserved.

(2) No care is necessary in placing the vowels: thus, either ~ ~ or ~ is egg. In other systems these would be three different things. Hence care has to be taken in those systems to get the vowel exactly at the beginning, the middle, the end. How can they tell in such a word as V whether the vowel is meant to be at the middle or end of the first stem or at the beginning or middle of the second? They must guess. In my system either V V or V is always waylay.

(3) Because each stem has its own definite name it is not often necessary to insert vowels at all. When vowels are inserted they take the place of e (~) used in naming the stem; as, ⌒ pen open. Only the principal vowel of a word need be inserted in any case. They have simply to be before or after the stem. "Before" means above horizontals and to the left of others. Before ⌒ ⌒ ⌒ ⌒ ⌒ ⌒ After ⌒ ⌒ ⌒ ⌒ ⌒ ⌒

The stem "⌒" which shows that a vowel follows it may 57
stand for taw, toy tie too tow tea to too two and the stem
"⌒" which shows that a vowel goes before it may stand for
ought out at ate eight out eat it. In any Pitmanic
system the stem | stands for ought taw toy tie tow toe
tea to too two out at ate eight out eat it, for you never
can tell whether the vowel comes before it or after it. Hence
a Pitmanic system is twice as difficult to read as mine.
The difficulty of reading may be reduced by a plan
now to be explained. You doubtless noticed that the
"vowel Key" consists of three sentences:—

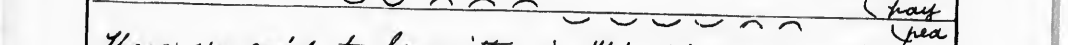
(1) Call now boy I am not far

(2) May men owe us

(3) Wee boots fit your foot

The plan proposed, as an aid to reading, is this:
if the vowel of the word is among those in the
first line write the stem above the writing-line; if
among those in the second line write the stem on the
writing-line; if among those of the third line write
the stem below the line. This divides up the number
of words that a stem may stand for so that taken
with the rest of the words of a sentence the meaning
is always plain. Without this aid it would be im-
possible to read a Pitmanic system at all. It is
less necessary in my system because of its "vow-

el-indicating" stems. If the foregoing words be written ac- 5-8
cording to the foregoing plan ⌣ taw toy tie and aught
out at ⌢ would be above the line; ⌣ toe tow and ate
eight oat ⌢ on the line; ⌣ tea to too two and ⌢ eat, it
below the line: Thus,



These are said to be written in "first-" "second" or "third"
position. Should you inadvertently write a stem in the
wrong position you can make it all right by putting
in the vowel; as ———. This is "tie" although in the 3rd
position while it should be in the 1st position. If a
word has two or more vowels write according to the 1st
vowel; as, ⌣ dally ⌣ daily ⌣ duly

A word of three or more stems will always be plain
enough without your paying any attention to its posi-
tion. It is of course best not to have words run too far
above or too far below the line. For myself, I begin
every word on the line and pay no attention to posi-
tion except in words of a single stem. In the subse-
quent exercises in this book, however, I will write in posi-
tion words of one or two stems and I advise you to
do the same. You will shortly be shown the ad-

vantage of doing so. When a word is spoken it naturally divides itself into stems; as Ca-lam-ity du-plic-ity de-part-ment va-ca-tion

When a word consists of a single stem you can and must always use the right one; as, pay paint up opened. When a word consists of more than one stem you can and ought to begin with the right one; either will generally do for the rest though the right ones are best unless they make a bad joining or awkward form. Thus for "fix" you must begin with fe" in any case but you may write or but the last is best. In the word "deep" you must begin with " de" but as would make an awkward joining " " you will use the mate and write . Of course the right form will generally be the easiest; as, device friendly repose replace rubber. Examine the following:

Longhand - God save our gracious queen. Long
Stem-names - ged sev er gre-eshes kwen leng
Shorthand -

Longhand - live our noble queen. God save the queen.
Stem-names - leev er neb-el kwen ged sev the kwen
Shorthand -

Here the right stem is used in every word but) in live

and even in that you could have written the right one 60
though not quite so quickly. Hereafter I shall not write
in the stem-names, as, after all that has been said about
them, you probably know how to pronounce them by this
time.

Tell me-not in mournful numbers life-is but an empty dream
For-the soul-is dead that slumbers and things are-not what
they-seem. Lives of great men all remind-us we-may
make-our lives sublime and departing leave behind-us
foot-prints on-the sands of time.—Longfellow.

The curfew tolls the knell of parting day; The lowing
herd winds slowly o'er the lea; The plowman home-
ward plods his weary way; And leaves the world to
darkness and to me. Now fades the glimmering

Since the forms (say (so) see) saw are never joined to stems either at the beginning or the end, this character in any direction may be used at the beginning of stems words or phrases for "mē"; as, (map or) map. In phrases it has the force of "may"; as (maybe) mayhave or) may have,) may go or × the "n-circle", O, may be "disjoined" with the force of "in", "un" or; as, O- untold O~ endure. Of course if you prefer the stem "en", use it; as, ~ untold or ~ untold ~ endure or × "S" may come between a stem and the "m-hook"; as, ⁹ plasm ⁹ prism ⁹ catechism or

One pitmanic system has about 500 "word-signs" and as many more "contractions" to commit to memory. It is a very rapid system to one who has the mental ability & time to master it. As soon as a writer of that system is "out of practice" a short time, he forgets his "signs" and is all at sea. There is no such work in store for you. If you want contractions you must make them yourself. This you can do from one general rule. If a word is long or awkward, write the first or chief part of it plainly. Thus: Lead us not into "⁹". You could not misunderstand ⁹ in the sentence though it is only "tempt". It requires no memorizing to do this. You can of course write the word in full if you wish. Trust will be ⁹ this year. ⁹ is plain in a sentence.

62 As plain as abundant in full ꝺꝺ × In some branches of shorthand work certain words and phrases are constantly occurring. You will soon learn a system of abbreviation peculiar to yourself and your branch of shorthand work. On the same principle you may often omit an unimportant letter in a common word; as, ꝺ pos'pone × I told you on page 2 that about 100 common words constituted one-half of ordinary speech. You have had nearly all of these × We will now review and make the final additions, making use of the fact that we may write on the line, above it, or below it. By writing ◦ above the line for "as" or "has" and below the line for "is" "his" you can use the small loop to add "the" or "it"; as, ◦ as it ◦ is it ×

◦	a, aye, eh?	⁊	and-a	⁀	in-the
⁀	an; and, &	⁊	and-an	⁀	on
⁀	the, thee	⁊	and-the	⁀	ah
⁀	I, eye, ay, high	⁀	of-a, of-an	⁀	aha, ha! ha!
⁀	oh, O, owe	⁀	of-the	⁀	oho
⁀	you, your	⁀	is-a, if-an	⁀	are
⁀	new, knew	⁀	if-the	⁀	awe
⁀	who	⁀	how	⁀	haw-haw
⁀	whom	⁀	now	⁀	or
⁀	of	⁀	in in	⁀	awes
⁀	if	⁀	in-a, in-an	⁀	owes
				⁀	whose

o	as, has	o	is, his	o	is-it-his
o	as-it, as-the	o	is-it, is-the	o	is-it-as
o	has-it, has-the	o	is-its	a	is-a, is-an
o	as-its, has-its	a	as-a, has-a	o	as-his, has-as
o	as-it-is, as-it-has	a	as-an, has-an	o	as-has, as-is
or	as-there, has-there	or	is-there	o	is-as, is-his
oo	as-there-is	oo	is-there-as	o	his-has, his-is
o	no, know	o	own	u	sigh
o	nay, neigh	o	owns	o	sighs size
o	nigh	o	knows, nose	u	say
(	out, ought	(	had	o	says
(	at, what	(	dollar	o	said
(	it	)	do, due, dew	c	so, sow
)	to, too, two	)	did	c	sows, so-as
)	that	)	hath	?	see, sea
)	they, them	)	with	?	sees, seas
)	think	)	without	?	saw
=	can → cannot	~	my ~	u	sue
=	kingdom	~	may ~	u	sues
2	could	~	me ~	o	ast
3	could-not	~	might ~		take
=	go	~	am ~		expect
=	give	c	question		

64) You understand, of course, that you may use as many or as few of the foregoing or following as you choose — you can write all the words in full if you prefer it. They are inserted for those who have a quick memory and slow fingers.

part	pay	up	again	against	ago
happy	hope	opportunity	by	but	be
apply	plaintiff	plea	not	any	thing
will	all	well	for	very	have-you²
when	we, or would	what	pleasure	wish	show
which	child	charge	each	gentleman	gentlemen
us	use	was	there	general	agent
period (or)	period	dash	parentheses	paragraph	
our are	her	here	there	were or	were
Court	will-you²	special	speak	peculiar	United States
single singular	citizen	where	never	in-it	two-or-three
representative	opinion	world	New-York	of-it	one-or-two
from	practice	practical	Toronto	frequently	first

It has already been shown that words can often be joined and the time of lifting the pen saved. Never join into phrases words that join awkwardly, or if you have to hesitate and consider how to join them. ⌒ "I-may-as-well", can certainly be written faster joined than separate. In this kind of phrasing which will come to you naturally after a time all the words keep their ordinary shape. The first word is written in its proper place – above, on, or below the line and the rest fall into place as they must. There is another kind of phrasing that some writers carry very far. It is to make the modifications of stems-circles, hooks, &c, stand for whole words; as, ⌒ it-may; ⌒ it might; ⌒ it must; ⌒ it must-have-been; ⌒ do-you-know; ..... did-you-know; ⌒ do-you-not. According to this plan, "r-hook" stands for "are", "our", "or"; "l-hook" for "all", "will"; "s-circle", for "as", "has", "is", "his", "us"; "n-circle", for, "no", "know"; "m-hook" for "may", "him"; "t-hook", for "the", "it"; "ter-wave", for "there", "their", "they-are"; the "y-hook" for "you", "your"; the disjoined "r-hook" for "her" or "were"; the disjoined "lt-hook" for "all-the", "will-the", "will-it". Thus; ⌒ what-are ⌒ weare ⌒ two-or ⌒ had-our

can-all pay all ..... be-all ..... but-will ; ..... is-it ; ..... as-it ; ..... it-is ; what-is what-is-it ; no-time no-doubt you-know to-him it-may to-it ..... at-the be-there there-they-are does-there can-you ? would-you to her it-were would-all-the what-will-the . The final "n-circle" also stands for "been", "than" have-been more-than . It often happens that a long form requiring little care is more rapid than a short one that has to be carefully made.

The following are a few common expressions, business and other : or Dear Sir ; Dear Madam ; or My Dear Sir ; Messrs ; gentlemen Yours &c ; Yours truly or Yours sincerely Your sincere friend ; Yours obediently or Your obedient servant ; Mr Chairman Mr President Ladies and gentlemen fellow-citizens in-amendment moved and seconded your favor at some time at present as good as new the kingdom of God kingdom of Christ Jesus Christ 6/10 Matthew Chap VI. Verse 10 from day to day from year to year ; hour after hour day after day week after week.

Montreal Feb 16, 1889. 67

Messrs R. P. Willis, & Co., 16/89

Gentlemen, Your esteemed favor of the 8th inst.,
was duly received and we forward this day
by Merchants Despatch, as directed, one barrel
two boxes and a parcel. Enclosed find invoice.

Your obedient servants,

William Raymond & Son

The Lord's Prayer: 70 words

5 3-11 123 words

Give me the friends of my childhood again, Call back the forms of the loved ones of yore; I am so weary of waiting in vain, watching for friends that return never more. Many are hidden beneath the dark waters that lie in the depths of the fathomless sea, Many are sleeping in green sunny meadow or far away forest and come not to me. Honors have crowned me yet sadly I roam praises are proffered yet heedless I hear. Memory still clings to my childhood's old home, silent, forsaken this many a year. Green are the graves of the loved ones that gathered and played round its portals in innocent glee; Long have I waited alone and sad-hearted the friends of my

childhood come never to me. Songs of the past, 69
ye grow fainter and far; Scenes of the past ye are
fading from view; Home of the past I shall
see you no more; Friends of the past I am
coming to you. Far down the river that flows
on forever they rest on the shores of the
echoless sea, And though the mists cover I know
that just over the friends of my childhood are
waiting for me. — G. W. Johnson.

The following is written with a coarse blunt
pen to show that it makes no difference
in the reading whether you write heavy or
light — shade the letters or not.

Toronto, April 8th 1889.

Messrs: David Torrance & Co.; Gentlemen, This will introduce to you the bearer, Mr. J. W. Graham, a merchant of this place, who is on a visit to your city on business — the nature of which he will, himself, explain. Favors shown him will be considered as shown to ourselves;

Yours obediently,

Boston, Chips & Co.,

If is a well known fact in shorthand that if the first part of a word — long or short — is indisputable the rest is plain. You will see that so far I have paid but little attention to the rule of position — that is writing certain words above on or below the line, yet it is plain as it is. If you want to make your writing very plain, write the words on

pages 62, 63, 64, as there indicated and all other words of one or two stems above, on or below the line according as their first-sounded or only-sounded vowel is in the first second or third sentence on page 57

Dr. J. J. Kendrick sworn for the defense.

Examined by Mr McAllester.

Where do you reside and what is your business?

I am a physician and live in Ottawa

Are you familiar with the general doctrines of insanity as given in the books?

I am somewhat.

You have had occasion to look into this matter?

Yes

Is dementia like idocy or more like mania

Several of the words on the previous page could have been abbreviated had it been necessary. You will soon learn to make and understand your own abbreviations if you find it necessary or convenient to make any. What you write must be more like what you intend it for than like anything else.

Mr. Chairman, Ladies and gentlemen, I am satisfied that Canada is a nation. (applause) I am satisfied that the men and women of this beautiful city on fair Lake Ontario have had something to do with making it a nation. I am satisfied that the people of this province which I have the honor and pleasure of visiting for the first time are determined that it shall continue to be a nation. I am satisfied that they are &c

I teach Munson's Shorthand in the Public School, and have been doing so for several years, and it is because of the universal difficulty pupils experience in learning to write and read a Pitmanic system that I offer this system to Canadian students and teachers. I have no hesitation in saying that my private pupils write and read this system better with three month's study than the Munson pupils do in a year. My private pupils have become so numerous that my terms in future will be $5.00 for a full course - no matter how many lessons. But if you have bought this book and are learning the system, and meet with a difficulty in the book itself or in other writing I will answer your letters if you enclose a stamp for return postage. You really need no further help than this book. The book has been written by me with lithographic ink, on a peculiarly prepared paper, exceedingly difficult to make changes or corrections upon. My writing has then been transferred to stone and lithographed by the "Duncan Lithographing Company" to whom I am indebted for its excellent appearance.

Fred W. Johnson,
Principal, Central School, Hamilton.